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**INFORMATION AND MANAGEMENT SUPPORT STAFF
WEEKLY REPORT FOR PERIOD ENDING 9 DECEMBER 1986**

1. Progress Report on Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. DAS

(1) A CONIF holiday annual leave schedule has been planned in which CONIF will be staffed by a minimum of three personnel at all times.

(2) The CONIF data base manager, [] will meet with [] on 9 December for a discussion on the CONIF system. [] met with the C/DAS, 8 December, for a two hour session.

(3) Two separate incidents over the weekend impacted on the OL Wang Systems []. A power fluctuation around noon on Saturday brought one of the Wang systems down and the data being worked on at the time was lost. At some point on Saturday or Sunday, a pipe carrying coolant to one of the air handlers in the DAC rusted through causing temperatures in the DAC to exceed 90°. The Wang equipment in the DAC was powered off until the air handler was repaired and the temperature returned to an acceptable level. ~~In returning the systems to use, a disk drive motor had to be replaced and recovery had to be run on a visual memory cabinet to attempt to recover any damaged data.~~

OL reports that
(4) ~~Approximately~~ seven years of OT&E training records *by* accomplishments ~~for~~ OL personnel have been transferred to the new Logistics Employees Training and Tracking System (LETTS) data base. This will greatly facilitate the loading of employee records. The OL training officer ~~is planning a mid-January demonstration of LETTS to senior DDA-wide training officers.~~ *has scheduled*

B. Planning

(1) IMSS is currently collecting FY 87 milestone charts from the OL divisions and staffs, and using information from them to create an OL Five Year Plan. The plan, when completed, will contain information on OL goals, assumptions, objectives, projects, studies, initiatives, and resource implications.

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No (2) IMSS completed it's annual update to the OL Briefing Book this week.

25X1 No (3) IMSS is currently reviewing an Administrative Plan for a proprietary and making recommendations for revision.

No C. CLAS

(1) CLAS team members continue evaluating documentation for Cullinet's application packages.

25X1 (2) Meeting with OIT: DC/IMSS met with Chief Corporate Data Program, OIT to discuss the CLAS project and "corporate data" in general. Karen is newly assigned to the project, replacing and is in the process of "reading up" on the job. She appears to be quite capable and is interested in getting the task done.

25X1 D. Regulations

IMSS actions on regulations included the following:

25X1 No 3. Significant Events Anticipated During the Coming Week

(1) The information handling audit will begin in P&PD on 11 December, with a briefing by OIS on the procedures of the audit.

(2) Briefing: DC/IMSS is scheduled to brief the Division and Staff Chiefs of OL on Wednesday, 10 December, on the CLAS project.

4. Perspective of Staff Activities

None

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(2)

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